

September 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 AUG 16-31 STATE HOLIDAY LABOR DAY	2 AUG 16-31 Manual pay & health ins. update	3 AUG 16-31 Manual pay & health ins. update	4 AUG 16-31 Manual pay & health ins. Update. Last day p1's can be approved for payroll.	5 AUG 16-31 Manual pay update files go down at 1:00 and remain down. RUN PAYROLL	6
7	8 AUG 16-31 No Update	9 AUG 16-31 Update/ health ins.	10 AUG 16-31 Update/ health ins.	11 AUG 16-31 Update/ health ins. Last day p1's can be approved for supp payroll	12 AUG 16-31 Update – files go down at 1:00 & remain down. RUN SUPP PAYROLL Update after supp with p1's only.	13
14	15 AUG 16-31 No Update PAYDAY	16 SEP 1-15 Manual pay & health ins. update	17 SEP 1-15 Manual pay & health ins. update	18 SEP 1-15 Manual pay & health ins. Update. Last day p1's can be approved for payroll.	19 SEP 1-15 Manual pay update files go down at 1:00 and remain down. RUN PAYROLL	20
21	22 SEP 1-15 No Update	23 SEP 1-15 No Update	24 SEP 1-15 Update/ health ins.	25 SEP 1-15 Update/ health ins.	26 SEP 1-15 Update/ health ins. Last day p1's can be approved for supp payroll	27
28	29 SEP 1-15 Update – files go down at 1:00 & remain down. RUN SUPP PAYROLL Update after supp with p1's only.	30 SEP 1-15 No Update PAYDAY END OF QUARTER				